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Tender

Welsh Government Speechwriting learning Offer

Llywodraeth Cymru / Welsh Government

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-035549

Procurement identifier (OCID): ocds-h6vhtk-055489

Published 26 June 2025, 5:12pm

Scope

Reference

C291/2024/2025

Description

Welsh Government wish to appoint a supplier to develop and deliver a new Corporate Induction learning offer for new joiners to the Welsh Government to start off the new joiner's six-month induction programme.

All new Welsh Government staff undergo an induction programme as part of their new employment. Welsh Government induction is a six-month process that starts on the new joiner's first day. As part of this six-month programme, new starters will undertake a series of activities at an organisational level and specific to their individual role, such as internally facilitated training sessions, job shadowing and e-learning.

This contract is being established for the development and delivery of Corporate Induction learning and development solutions for a variety of audiences and capability levels through various mechanisms. It will ensure new joiners have a sound understanding of the structure and aims of the Welsh Government and Senedd, and how their role as a

Civil Servant contributes to the organisational aims.

Total value (estimated)

- £180,000 excluding VAT
- £180,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 6 October 2025 to 5 October 2027
- Possible extension to 5 October 2029
- 4 years

Description of possible extension:

This is a 2 year contract with the option to extend by one year plus a further one year

Main procurement category

Services

CPV classifications

- 80500000 - Training services

Contract locations

- UKL - Wales

Participation

Conditions of participation

Selection criteria as stated in the procurement documents

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Enquiry deadline

24 July 2025, 2:00pm

Tender submission deadline

31 July 2025, 2:00pm

Submission address and any special instructions

E-Tender Information:

<https://etenderwales.bravosolution.co.uk>

- The first person from your Organisation to use the Platform will be required to register on behalf of the Organisation.

- Registration involves accepting a User Agreement, and providing basic information about your Organisation and about the User

performing the Registration.

- On registering on the Platform the Super User will select a Username and will receive a password.

- The Password will be sent by e-mail to the email address that was specified in the User Details section of the Registration page.

- In order to log-in to the Platform please enter your Username and Password.

- Note: If you forget your Password then visit the homepage and click "Forgot your password?"

- Registration should only be performed once for each Organisation.

- If you think that someone in your Organisation may have already registered on this Platform then you must not register again.

- Please contact the person who Registered (i.e. the Super User) in order to arrange access to the Platform.

- Contact the Helpdesk immediately if you are unable to contact the Super User (for example if they have left your Organisation).

- Note: If your Organisation is already registered on the Platform then you must not make any additional registration. Please contact the

Helpdesk to gain access to the Platform.

- Tenders must be uploaded to the BravoSolution portal by 14:00. Late bids will not be accepted.

How To Find The ITT:

- Once logged in you must click on 'ITT's Open to all Suppliers'

- The e-tender references for this contract are: project_59674 and itt_118096

- Click on the title to access summary details of the contract. If you are still interested in submitting a tender, click the 'Express an Interest'

button. This will move the ITT from the 'Open to all Suppliers' area to the 'My ITT's' on the home page.

- You will then see the full details of the ITT in the qualification and technical envelopes along with any relevant documents in the

'Attachments' area.

- Any questions on the ITT, please use the 'Messages' area to contact the buyer directly - Please do not contact the named person at the top

of this notice.

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on

Sell2Wales at https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=105095

(WA Ref:107985)

The buyer considers that this contract is suitable for consortia.

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Technical Question 1	Fulfilment of Contract Requirement	Quality	35.00%
Technical Question 2	Demonstration of Expertise	Quality	35.00%

Name	Description	Type	Weighting
Commercial submission	Cost submission for the tender. Please see tender documents for commercial template	Price	30.00%

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Documents

Technical specifications to be met

<https://etenderwales.bravosolution.co.uk/>

Technical Criteria Weightings

Q1 Fulfilment of contract requirement 35%

Q2 Demonstration of Expertise 35%

Q3 Attendance at Demonstration Session Pass/Fail

Contracting authority

Llywodraeth Cymru / Welsh Government

- Public Procurement Organisation Number: PQYQ-3841-BHTP

Gwasanaethau Caffael Corfforaethol / Corporate Procurement Services

Cardiff

CF10 3NQ

United Kingdom

Contact name: Kate Smith

Telephone: 03000253626

Email: jennifer.doyle@gov.wales

Website: <http://gov.wales>

Region: UKL22 - Cardiff and Vale of Glamorgan

Organisation type: Public authority - central government

Devolved regulations that apply: Wales